

**WASHINGTON STATE  
DEPARTMENT OF HEALTH  
BOARD OF DENTURISTS  
AMENDED MEETING MINUTES**

**Friday, September 8, 2006 - 9:00 a.m.**

Department of Health, Town Center 2, 111 Israel Road S.E., Room 158  
Tumwater, WA 98501

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On September 8, 2006, the Board of Denturists met at the Department of Health, Town Center 2, 111 Israel Rd. S.E., Room 158, Tumwater, WA. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

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**BOARD MEMBERS PRESENT**

Bruce Anderson, Chair  
Robert Fettig  
Robert Ford  
J. Eric Hansen  
James Henderson, Public Member  
Michael Gillespie, ProTem Member  
Bernie Kopfer, DDS  
Richard Green, Public Member

**BOARD MEMBERS ABSENT**

No Board Members absent

**STAFF PRESENT**

Vicki Brown, Health Services Consultant 3  
Joy King, Executive Director  
Cheri Brooks, Program Support  
Sandie Pearson, Program Support  
Judy Worker, Program Support

**GUESTS PRESENT**

Dr. Keith Milton, Vancouver Community  
College (VCC)  
Ms. Pat Bawtinheimer, Dean of School of  
Health Sciences, Vancouver  
Community College  
Mr. Steve Sax, Director, Facilities and  
Services Licensing, Department of  
Health (DOH)

**OPEN SESSION – Friday September 8, 2006**

1. **CALL TO ORDER** – The meeting was called to order at 9:00 a.m. by Bruce Anderson, Chair.
  - 1.1. Approval of Agenda – The agenda was approved as amended. Added was Item 5.A. Exam scoring and request to retake the examination.
  - 1.2. Approval of April 28, 2006 Meeting Minutes – The minutes were approved as presented.

2. **BOARD OPERATING AGREEMENT** – The Board reviewed their operating agreement with the Department of Health. The Chair, asked for comments and a vote. The motion carried, was moved and unanimously approved to continue to accept the operating agreement.

3. **PROGRAM MANAGEMENT REPORT** – Staff provided an update to the Board on each of these areas.

- 3.1. Budget – The July interim operating report was provided to the Board. The department expects fees to rise in the next biennium. Ms. Vicki Brown gave a brief discussion regarding the “other” portion of the interim operating report determining that it was cost recovery from case dispositions to include Stipulation to Informal Disposition. Fines do not fall in this category as they are not considered to be cost recovery.

- 3.2. Disciplinary Information and Update – Updated disciplinary statistics were provided to the board from April 12, 2006 thru August 26, 2006. The Board requested staff to reformat the periodic summary report. I would be beneficial if the statistics could be broke down by month, date, and type. A draft of this form will be presented at the next board meeting.

- 3.3. Consolidation of reference books – The Board determined that questions for the Denturist exam needed to be from an updated source rather than using text books from the early 1990’s or earlier. DOH staff has been asked to begin research to provide information to the Board with more current information.

- 3.4. Follow-up from Previous Board Meetings – Follow-up from previous board meetings included:

Budget item Other – The deficiency is due to the cost of recovery from disciplinary cases. This is an amount that was estimated from cost recovery received in the prior biennium.

Quorum – A quorum of the Board is four (4) members.

Maine – The following schools are accepted by Maine: George Brown, Northern Alberta Institute of Technology (NAIT), Vancouver Community College, and College Edouard-monpetit.

Oregon Board of Denturists – Oregon was contacted regarding the denturism schools they accept. They currently accept George Brown, NAIT and Bates Technical College.

Exemptions for Indian Reservations – No information could be located on this subject.

4. **INTERN/EXTERNSHIP SURVEY** – Ms. Brown presented a draft survey proposing internship and externship requirements. There was discussion regarding the draft survey. The Board suggested that it should be sent to the Washington Denturist Association (WDA) Board of Directors. Upon further discussion, it was determined that the Board did not have the authority and it was not their job to prepare and submit a survey to the WDA for their possible use.
5. **PRESENTATION ON APPLICATION FOR VANCOUVER COMMUNITY COLLEGE (VCC)** – The Board discussed the school application prior to the presentation on Vancouver Community College by Dr. Keith Milton and Ms. Pat Bawtinheimer, Dean of School of Health Sciences. Dr. Milton provided a syllabus and pictures of the classroom at Vancouver Community College and answered questions from the Board. The Board thanked Dr. Milton and Ms. Bawtinheimer for their visit. After consideration Bruce Anderson asked for a vote for approval of Vancouver Community College Denturism Program. Robert Ford moved, Richard Green seconded, and the motion passed. Ms. Brown will send the approval letter to the school. VCC has been approved with a retroactive approval date back to the year of 2000.
6. **POLICY** – Ms. Brown provided a copy of the current Washington State Board of Denture Technology Policy and Procedures. The Board determined that the policy needs to be revised for clarity of the process and documentation that needs to be submitted. Dr. Kopfer moved to send the three approved denturism schools a letter and request information for their continued recognition. Robert Fettig seconded the motion. The chair asked staff to update the policies for housekeeping changes. The Board chose Robert Fettig and Eric Hansen to assist staff with updates. The staff will provide a draft for review at the next meeting.
7. **EXAMINATION UPDATE** – The Board discussed the written and clinical examinations as they relate to endorsement with Oregon. The Board determined that the Washington State Denturist exam is in fact two separate exams. Bruce Anderson called for a vote, Robert Ford moved, James Henderson seconded, and the motion passed with some opposition.
8. **UPDATE ON THE COMPUTERIZED EXAMINATION** – Ms. Judy Worker provided an update on the new computer program, Opinio, taking the place of Surveyor, which will allow for randomization on the computerized examination.
9. **ORGANIZATIONAL UPDATE-** Steve Sax, Director, Facilities and Services Licensing, gave a presentation on the draft proposal regarding the reorganization of the Department of Health.
10. **SETTING 2007 MEETING AND EXAMINATION DATES** – The Board asked Ms. Brown to propose dates for the 2007 Board meetings and examinations. Ms. Brown will provide these at the next Board meeting.

**11. FUTURE AGENDA ITEMS**

- Review of infection control rules
- Washington State Board of Denture Technology Policy and Procedure review
- Draft of updated statistic form
- List of current books used to reference the test questions
- 2007 Meeting and examination dates

**12. OTHER OPEN SESSION BUSINESS** – There was no other open session business.

**13. REQUEST TO RETAKE WRITTEN EXAMINATION** – The Board reviewed a request to retake the written examination for a fourth time. After discussion, it was decided the applicant would be allowed to retake the written examination one more time before requiring additional education.

**14. ADJOURNMENT** – The meeting was adjourned at 2:36 p.m. with no further business.

Respectfully Submitted By:

Approved By:

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Vicki Brown, Program Manager

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, Chair